Information Technology Resource Management Council (ITRMC)
Access Idaho Steering Committee
Meeting Minutes
(Approved by Committee March 21, 2002)

February 21, 2002

The Access Idaho Steering Committee monthly meeting was held on Thursday, February 21, 2002 from 2:00 to 2:20 p.m., in the East Conference Room of the JRW Building, Boise, ID.

CALL TO ORDER, WELCOME

Chairman Bill Farnsworth, who welcomed members and others in attendance, called the meeting to order.

ATTENDANCE

Members Present: **Absent Members:**

Mr. Bill Farnsworth, ITRMC Staff   Mr. Chuck Goodenough, Sec. of State's Office
Mr. John McAllister, Department of Labor   Mr. Mark Little, Division of Purchasing
Mr. Scott Somerhalder, Access Idaho   Ms. Susan Simmons, Transportation Department
Mr. Rob Spofford, Department of Water Resources

Others Present:

Mr. John Eckerle, Department of Administration
Ms. Emily Gales, ITRMC Staff
Mr. Jeff Walker, Access Idaho

BACKGROUND

Access Idaho is the official name for the State of Idaho Internet portal, or "electronic front-door", for citizen access to online government services and information. The State of Idaho established a statewide contract for portal services in December 1999, creating a public-private partnership with Idaho Information Consortium (IIC). IIC is an affiliate of the National Information Consortium (NIC), the nation's leading provider of Internet electronic government services. On May 3, 2000, Idaho officially launched www.accessidaho.org. The portal includes a re-designed State of Idaho Home Page, for easy access to all agency Web sites, where a variety of E-Government applications are being developed. The portal is designed to streamline citizen access to Idaho government services and information. As the state's Portal Provider, IIC will be assisting state agencies in the development of Internet applications, as well as Web page design. The Steering Committee has been appointed by ITRMC to oversee the progress of Access Idaho.

MOTION TO APPROVE PREVIOUS MEETING MINUTES
Spofford moved and McAllister seconded a motion to approve the Access Idaho Steering Committee Meeting Minutes for September, November, and December 2001, along with January 2002, and the motion passed unanimously.

2001 PORTAL HIGHLIGHTS
Scott Somerhalder, Access Idaho, reviewed highlights of 2001.

- 26 new applications, including Web sites and e-government applications, were developed
- 130% increase from 2000 in site hits
- Electronic check functionality
- Department of Labor's Unemployment Insurance Tax filing application launched
- Billing system modified; now capable of connecting to applications not built by the Portal
- New credit card rate was negotiated
- Two new developers were hired
- Auditing functionality improved

REPORT FROM ACCESS IDAHO
Somerhalder reviewed the Access Idaho **General Manager's (GM) Report**.

- State homepage was revised/launched in January 2002; positive responses had been received

- Idaho State Tax Commission's (STC) payment portal went live in December 2001
  - Over $1 million was collected in two weeks

- 40EZ on-line tax filing (STC) went live in January
  - Over 4,500 individuals had filed using this method; the number was increasing daily

- Idaho Transportation Department's (ITD) Drivers License Record (DLR) interactive search application (subscription-based) went live
  - Personal DLR search application was in beta testing, and would go live soon
  - Government DLR search application would then follow

- The beta testing period for ITD's 120-hour commercial trip permits was still in process, and was expected to go live the week of February 25th

- Nominations for AI's Technology Student Achievement Awards program were to be submitted by March 15, 2002
  - Winners would be featured on the state homepage on April 1st; an awards presentation would take place at the State Capitol in April
  - Press release would soon be distributed

- Department of Insurance license renewal application was in beta testing

- South Central District Health Service Level Agreement (SLA) was up for approval

- Portal still in conversations with the departments of Environmental Quality and Water Resources, and the Idaho Rangeland Committee regarding new projects

MOTION TO APPROVE SOUTH CENTRAL DISTRICT HEALTH SLA

Chairman Farnsworth mentioned the SLA was fairly straightforward, and that the Web site would be housed at the Department of Administration.

Spofford moved and McAllister seconded a motion to adopt the South Central District Health SLA, and the motion passed unanimously.

MOTION TO APPROVE IDAHO TRANSPORTATION DEPARTMENT SLA ADDENDUM

Somerhalder advised this application involved three different types of users: carriers, vendors, and drivers. ITD's goal was for every Idaho station that issued trip permits to do so electronically by January 2003.

McAllister moved and Spofford seconded a motion to adopt the Idaho Transportation Department SLA addendum, and the motion passed unanimously.

NEW BUSINESS

- On-line state calendar had been redone.
- Web publishing guidelines would be presented to ITRMC for approval at its April meeting.
- Access Idaho was scheduled to speak at the next Information Systems Executive Committee (ISEC) meeting regarding the Portal's billing gateway (see '2002 Portal Highlights', above)
- STC contacted AI regarding International Fuel Tax Association, Inc. (IFTA Inc.) tax filing. Somerhalder was looking into the possibility of building the application for a fee

2002 MEETING SCHEDULE

The group briefly discussed the Committee's 2002 meeting schedule.

ADJOURNMENT

As there was no other new business to come before the Committee, Chairman Farnsworth thanked those in attendance and adjourned the meeting at 2:20 p.m. The next Access Idaho Steering Committee meeting was scheduled for Thursday, March 21, 2001 from 1:30 - 3:00 p.m. in the East Conference Room, Joe R. Williams Building.

Respectfully submitted,

Emily Gales
ITRMC Assistant